



Report to Transport, Regeneration and Climate Committee

21st September 2022

Report of: Gillian Duckworth, Director of Legal and Governance

Subject: Committee Work Programme – Transport, Regeneration and Climate

Author of Report: Sarah Hyde, Democratic Services Team Manager

Summary:

The Committee's Work Programme is attached at **Appendix 1** for the Committee's consideration and discussion. This aims to show all known, substantive agenda items for forthcoming meetings of the Committee, to enable this committee, other committees, officers, partners, and the public to plan their work with and for the Committee.

Any changes since the Committee's last meeting, including any new items, have been made in consultation with the Chair, and the document is always considered at the regular pre-meetings to which all Group Spokespersons are invited.

The following potential sources of new items are included in this report, where applicable:

- Questions and petitions from the public, including those referred from Council
- References from Council or other committees (statements formally sent for this committee's attention)
- A list of issues, each with a short summary, which have been identified by the Committee or officers as potential items but which have not yet been scheduled (See **Appendix 1**)

The Work Programme will remain a live document and will be brought to each Committee meeting.

Recommendations:

1. That the Committee's work programme, as set out in **Appendix 1** be agreed, including any additions and amendments identified in **Part 1**;
2. That consideration be given to the further additions or adjustments to the work programme presented at **Part 2 of Appendix 1**;
3. That Members give consideration to any further issues to be explored by officers for inclusion in **Part 2 of Appendix 1** of the next work programme report, for potential addition to the work programme; and
4. that the referrals from Council and Local Area Committees (petition and resolutions) detailed in **Section 2** of the report be noted and the proposed responses set out be agreed.

Background Papers: None

Category of Report: OPEN

COMMITTEE WORK PROGRAMME

1.0 Prioritisation

1.1 For practical reasons this committee has a limited amount of time each year in which to conduct its formal business. The Committee will need to prioritise firmly in order that formal meetings are used primarily for business requiring formal decisions, or which for other reasons it is felt must be conducted in a formal setting.

1.2 In order to ensure that prioritisation is effectively done, on the basis of evidence and informed advice, Members should usually avoid adding items to the work programme which do not already appear:

- In the draft work programme in **Appendix 1** due to the discretion of the chair; or
- within the body of this report accompanied by a suitable amount of information.

2.0 References from Council or other Committees

2.1 Any references sent to this Committee by Council, including any public questions, petitions and motions, or other committees since the last meeting are listed here, with commentary and a proposed course of action, as appropriate:

Issue	Environmental Report for Owlthorpe Fields
Referred from	South East LAC on 29 th June 2022

Details	A representative from the Friends of Owlthorpe Fields came to the stand and issued the South East LAC with an independent environmental report they had commissioned for the fields and their environmental importance and value.
Comments/ Action Proposed	This has since been resolved and has now been referred to the Sheffield Local Wildlife Sites Group. No action proposed.

Issue	Holme Lane area traffic & parking survey
Referred from	Central LAC on 13 th July 2022
Details	Traffic issue raised in survey
Comments/ Action Proposed	This area is a known for congestion and has been outlined as an operational constraint for bus and tram services. As such, it has been indicatively identified as part of the A61 North, City Regional Sustainable Transport Settlement. This will include further investigation of the issues outlined.

Issue	Funding for bus services in North Sheffield.
Referred from	North LAC on 7 th July 2022
Details	<p>The following public question was raised at the North LAC meeting on 7 July 2022:</p> <p>“Unfortunately I cannot make the meeting as I do not drive but please could a suggestion be put on my behalf. I live at Grenoside where the bus service is deteriorating at a rapid rate to the point where many older people are not going out and becoming semi-housebound. The 135 is so infrequent and unreliable so people avoid it. The 86 is more reliable and regular but has a long tortuous route and does not connect with the tram or other bus services. The M92 is reliable and goes directly to the interchange, making connections possible. However, there are only 4 a day with timing gaps of 2hrs 10 minutes</p>

	<p>and only in the middle of the day. Yet in spite of its lack of frequency it is the busiest bus.</p> <p>What is needed is a shuttle service directly to Hillsborough Interchange, possibly hourly. A smaller bus like the M92 would be adequate.</p> <p>I feel very strongly that should be seriously considered. Thank you.”</p>
Comments/ Action Proposed	<p>The initial referral was made to Transport, Regeneration and Climate Policy Committee, however the responsibility for public transport sits with South Yorkshire Mayoral Combined Authority (SYMCA), therefore the issue around funding for bus services in the north of Sheffield, as mentioned above, has been referred to the South Yorkshire Mayoral Combined Authority for a response.</p>

Issue	<i>Petition – Creation of resident only parking permit zones for the roads off Abbeydale Road</i>
Referred from	Full Council on 20 th July 2022
Details	Electronic petition contained 10 signatures.
Commentary/ Action Proposed	<p>Response to petitioner-</p> <p>Firstly I would like to thank you for your petition, we understand that parking is an important issue for residents and where there is pressure on parking through either the demand from local residents and/or the impact of visitor parking this can lead to frustration.</p> <p>In accordance with the 2018 Parking Strategy, we are currently looking to develop a series of new parking schemes around the City Centre, with the objective of controlling commuter parking. We have also recognised a need to review existing permit schemes. In light of this broader strategic position, there are currently no immediate plans to install a parking scheme in the Abbeydale Road area. New permit schemes are very expensive to install, a large area-wide scheme can cost over £600k and require regular enforcement.</p> <p>It is also worth mentioning that the permit parking schemes are not normally aimed at managing the level of parking demand from local residents and local businesses, they manage commuter parking.</p> <p>As you can imagine, only being allocated one or two permits per household might be an issue for the households which have many vehicles. Also some residents feel that paying for parking permits is not something they can agree to. The first resident permit is around £50 per annum, second and any subsequent permits are around £95 per annum. Business permits are double these prices. Visitors to properties would need to use a visitor permit</p>

	<p>(purchased by the resident) or use the pay and display parking. Permit schemes are therefore not always universally welcomed and we often receive large numbers of objections to schemes as a result. We cannot make these permits free as we need to generate some income from the scheme to administer and enforce it.</p> <p>The 2018 Parking Strategy says that parking bays within these schemes should be a mix between pay and display and residents parking so even if a scheme was installed here, non-residents would be able park within the bays. Installing a parking scheme may also reduce the total amount of available parking spaces as parking bays need to be formally marked out with parking restrictions protecting areas not suitable to park.</p> <p>Thank you again for taking the time to contact us. I know that for you, and for many others, this is a real issue, but it is hard in times of limited funding and as such we have to prioritise our action. Currently our priorities are in those areas that are most affected by commuter parking particularly areas close to the city centre.</p> <p>I am sorry that we cannot take further action at this time but would like to thank you again for your petition</p>
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Issue	<i>Public Question – ‘say no to red lines’</i>
Referred from	Full Council on 20 th July 2022
Details	Raised in a public question submitted to full council.
Commentary/ Action Proposed	<p>Response to questioner-</p> <p>Officers are undertaking further investigations into the enhanced enforcement of parking restrictions with cameras on Ecclesall Road and Abbeydale Road, including red lines.</p> <p>Parking surveys have been undertaken to determine the extent of illegal parking, both within and outside of bus lanes, to inform the investigations. The consultation results indicate that 43% of consultees were positive and 44% of consultees were negative towards the enforcement of parking, waiting and loading restrictions with cameras, 10% of consultees were unsure.</p> <p>Colleagues have also undertaken modelling of the proposed project interventions to investigate the impact upon bus journey time reliability and consistency, and to determine the extent of the benefits and costs resulting from the project.</p> <p>The conclusion of these investigations will determine the proposals for the enhanced enforcement of illegal parking along Ecclesall Road and Abbeydale Road.</p>

Issue	Council Resolution
Referred from	Full Council on 20 th July 2022
<i>Details</i>	EXPANDING ON-STREET ELECTRIC VEHICLE CHARGING INFRASTRUCTURE
<i>Commentary/ Action Proposed</i>	<p>Item 10 on the agenda for 21st September 2022 - Electric Vehicle Public Charging Infrastructure Update and Short term action plan, it is proposed that the committee consider the below Council resolution along with item 10 on the agenda.</p> <p>A link to the full resolution is available here: (Public Pack)Resolutions passed at the meeting of the Council held on 20th July 2022 Agenda Supplement for Council, 20/07/2022 14:00 (sheffield.gov.uk)</p> <p>-requests the Transport, Regeneration and Climate Policy Committee to consider:-</p> <ul style="list-style-type: none"> (i)developing an EV charging strategy that outlines a vision for every household in Sheffield to be within walking distance of a public EV charging point; (ii)inviting businesses to Sheffield to explore innovative infrastructure solutions such as retractable chargers, as well as successful commercial models that maximise private sector investment; (iii)learning from best practise in other places and finding innovative ways to overcome some of the practical and regulatory obstacles to on-street charging, recognising that different areas face different challenges, so that residents of all areas of Sheffield are able to run an electric vehicle (levelling up); (iv)applying to the Government’s On-Street Residential Chargepoint Scheme and/or the Local Electric Vehicle Infrastructure (LEVI) fund once this becomes fully available following national pilots; (v)working collaboratively and collectively with neighbouring local authorities and the South Yorkshire Mayoral Combined Authority (SYMCA) where appropriate to take advantage of economies of scale, share knowledge and ensure our strategies are aligned, whilst recognising the differences between our respective areas; and (vi)ensuring that energy available through such charging infrastructure whether developed and managed publicly or privately is made available at reasonable prices, covering the cost of energy and infrastructure investment, and where applicable a reasonable profit

	<p>margin, ensuring that EVs remain generally considerably cheaper to fuel than internal combustion engine vehicles;</p> <p>-therefore requests the Transport, Regeneration and Climate Policy Committee to give consideration to the following measures:-</p> <ul style="list-style-type: none">(i) resisting any scheme that effectively reserves parking spaces outside people's homes, and instead supporting publicly available, high speed charging infrastructure; (ii) proposing that policy should be to develop reliable public charge points in public car-parks, supermarkets, neighbourhood hubs and other publicly available spaces; (iii) proposing that current Sheffield City Council EV charging points be made accessible to the public as well as to taxis, to increase usage and revenue generation; (iv) proposing that the usual Pay & Display fees associated with Sheffield City Council car parks should apply to EV charging bays where appropriate, so that drivers pay for charging and parking concurrently, as is the case in other core cities; and (v)proposing that the Council look to learn from other local authorities, e.g. York City Council, who are further down the road with the development of their EV policy.
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3.0 Member engagement, learning and policy development outside of Committee

3.1 Subject to the capacity and availability of councillors and officers, there are a range of ways in which Members can explore subjects, monitor information and develop their ideas about forthcoming decisions outside of formal meetings. Appendix 2 is an example 'menu' of some of the ways this could be done. It is entirely appropriate that member development, exploration and policy development should in many cases take place in a private setting, to allow members to learn and formulate a position in a neutral space before bringing the issue into the public domain at a formal meeting.

3.2 Training & Skills Development - Induction programme for this committee.

Title	Description & Format	Date
Local Plan Overview	Background and future work programme etc. – this will need more than one session.	3.00-5.00pm on 31 Aug 2022 4.00-5.00pm, 15 th Sept 2022
Regeneration and City Development Overview	Presentation giving overview of background and future work programme – this will need more than one session. Also, likely to be more full committee update briefings on a semi regular basis of specific activities and initiatives e.g. Heart of the City, Castlegate, Attercliffe, West Bar, City Centre Living, Fargate, Future High Street Fund, Stocksbridge Towns Fund	TBC
Levelling Up Activity?	Presentation giving overview of background and future work programme – this will need more than one session. Also, likely to be more full committee update briefings on a semi regular basis.	TBC
City Centre Strategic Vision	Presentation giving overview of background to City Centre Vision and future work programme	TBC
Transport Overview	An overview of key Sheffield, Regional and National issues and policy influencing Transport and our local priorities and programmes	June 2022
Flood and Water Overview	An overview of key Sheffield, Regional and National issues and policy influencing Flood and Water and our local priorities and programmes	June 2022
Climate Change Overview	An overview of key Sheffield, Regional and National issues and policy influencing our approach to Net Zero following the adoption of the 10 Point Plan	June 2022
Climate Change	Formal Elected Member training	TBC

Funding Landscape	Familiarisation with Directorates Funding and potential external sources of funding	June 2022
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Appendix 1 – Work Programme

Part 1: Proposed additions and amendments to the work programme since the last meeting:

Item	Proposed Date	Note
NEW		
Manor Park 20mph scheme TRO consultation report	21st Sept 2022	Received as a late item on 12 th August The report is to detail objections received following the traffic regulation order consultation on the above scheme.
Handsworth 20mph scheme TRO consultation report	21st Sept 2022	Received as a late item on 12 th August. The report is to detail objections received following the traffic regulation order consultation on the above scheme.
Report objections to the Traffic Regulation Order for the installation of a disabled parking bay at Woodhouse Local District Centre	21st Sept 2022	Received as a late item on 15 th August. The report is to detail objections received following the traffic regulation order consultation on the above scheme.
Shalesmoor Gateway	Add to meeting on 21st September 2022	Submission of the Outline Business Case to the DfT's Major Route Network Programme.
School Streets	Add to meeting on 21st September 2022	Report on the current School Streets trials and recommendation on permanent implementation.
Local Renewable Energy Fund – Programme Scope	24th November 2022	Following a budget amendment proposal, £3.5m was allocated in the capital budget at Full Council on 2 March 2022 for renewable energy and energy efficiency works on council buildings.

AMENDMENTS		
Draft Local Plan ahead of public consultation	Special meeting on 3rd November 2022.	Removed from meeting on 21 st September 2022, will be considered on 3 rd November 2022. To approve draft Local Plan in Sep/Oct 22 ahead of full Council and public consultation.
Connecting Sheffield Cross City Bus FBC approval	TBC	To be considered at a future meeting Submission of the Full Business Case to SYMCA for approval and release of further funding to implement the final scheme
Restoring Our Railways update	REMOVE	To form part of a rail focussed briefing – no decision required as SYMCA Transport Authority decision. Report on current ROR projects including, Barrow Hill Line, Waverly Station and Stocksbridge Line.
Clough Dike, Deepcar, capital works, strategic mandate for direct SCC contribution	TBC	To be considered at a future meeting Currently significant ongoing revenue cost of emergency pumping, permanent capital solution a priority. OBC to Env Agency for Flood Risk GiA will be required to be matched by SCC funds. Highway and Parks collaboration needed
Car Brook, Capital maintenance, Business cases (SCC & Env Agency)	TBC	To be considered at a future meeting Env Agency & SCC business cases for partnership funding to be submitted
LEVI (EV charging) Pilot bid submission	21st September 2022	To be considered/merged with current item on the agenda for EV Charging Strategy.

		Report on the submission of a bid to the Local Electric Vehicle Infrastructure (LEVI) Fund for pilot status. Scheme would deliver additional public EV charging infrastructure .
Kelham Parking Scheme	24th November 2022	To be considered at a future meeting. Results of the consultation on the parking scheme and recommendations on how to proceed.
Parkhill Parking Scheme	24th November 2022	Added to meeting on 24 November.
Glover Road and Staveley Road – Proposed Cycle Route and pedestrian crossing enhancements	REMOVE	Was considered at June meeting of the Committee, so needs removing from work programme. Recommendation on final scheme for implementation.
Broadfield Road Submission of FBC to SCC Capital Group	REMOVE	No report needed as all existing decisions and approvals in place Recommendation on the final scheme for implementation.
Barker Pool Building	Defer to a later date	To be considered at the meeting of the Committee in December 2022 or January 2023.
City Centre Strategic Vision – Priority Framework Area and Masterplans	Defer to 24th November 2022	To be considered at the meeting of the committee in November 2022. Volume of work required to get documents ready.
Car Free Developments Parking Policy	TBC	Item removed from September meeting as item requires further advice.

Part 2: List of other potential items not yet included in the work programme

Issues that have recently been identified by the Committee, its Chair or officers as potential items but have not yet been added to the proposed work programme. If a Councillor raises an idea in a meeting and the committee agrees under recommendation 3 that this should be explored, it will appear either in the work programme or in this section of the report at the committee's next meeting, at the discretion of the Chair.

Topic	
Description	
Lead Officer/s	
Item suggested by	<i>Officer, Member, Committee, partners, public question, petition etc</i>
Type of item	<i>Referral to decision-maker/Pre-decision (policy development)/Post-decision (service performance/ monitoring)</i>
Prior member engagement/ development required <i>(with reference to options in Appendix 2)</i>	
Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 3)</i>	
Lead Officer Commentary/Proposed Action(s)	

Part 3: Agenda Items for Forthcoming Meetings

Meeting 3	24 th November 2022 10am	Time				
Topic	Description	Lead Officer/s	Type of item	<i>(re: decisions)</i> Prior member engagement/ development required <i>(with reference to options in Appendix 1)</i>	<i>(re: decisions)</i> Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 2)</i>	Final decision-maker (& date)
SCR Innovation Corridor project	Update on the project to address the network constraints associated with M1 J34 and Lower Don Valley.	Tom Finnegan-Smith / Matt Reynolds	<ul style="list-style-type: none"> Decision Referral to decision-maker Pre-decision (policy development) Post-decision (service performance/ monitoring) 			<ul style="list-style-type: none"> This Cttee Another Cttee (eg S&R) Full Council Officer
UDV Phase 2 Flood Defence project OBC	On SYMCA Priority Flood Programme. Submission of OBC to Environment Agency	Tom Finnegan-				

	for Flood Risk Grant scheduled for autumn 2022. Kelham to Neepsend flood defence works.	Smith / James Mead				
Sheaf Valley Masterplan	Update on the Sheaf Valley Masterplan	Tammy Whitaker/Neil Jones	Post decision	TBC	TBC	TBC
Heart of the City	Update on progress of Heart of the City	Tammy Whitaker/Neil Jones	Post decision	TBC	TBC	TBC
Levelling Up Fund	Update on LUF 1 and 2	Tammy Whitaker/Alan Seasman	Post decision	TBC	TBC	TBC
Kelham Parking Scheme	Results of the consultation on the parking scheme and recommendations on how to proceed.	Tom Finnegan-Smith / Matt Reynolds				
Parkhill Parking Scheme	Results of the consultation on the parking scheme and recommendations on how to proceed.	Tom Finnegan-Smith / Matt Reynolds	Decision	TBC	Public engagement a key part of the report.	This Committee
City Centre Strategic Vision- Priority Framework Areas and masterplans	To approve draft masterplans and delivery strategies for Priority Framework areas and Catalyst sites	Tammy Whitaker/ Michael Johnson	Decision	Committee Briefing	TBC – possible wider stakeholder group engagement rather than full public consultation post committee ratification of draft and approach	This committee
Local Renewable Energy Fund – Programme Scope	Following a budget amendment proposal, £3.5m was allocated in the capital budget at Full	Kate Martin/Kathryn Warrington	Decision	An initial briefing with the Transport, Regeneration and Climate Committee	This will be further known once sites have been identified, but it is	This committee

	Council on 2 March 2022 for renewable energy and energy efficiency works on council buildings.			<p>was held on 28 July 2022 to provide an overview of the work programme of the Sustainability and Climate Change Team. Whilst this programme was included in the briefing, it was very high level.</p> <p>It is anticipated that engagement and further information to Members will be provided via a written briefing for the committee and in due course once sites have been identified to all relevant members.</p>	anticipated that the Committee / small group visits to services could be arranged once sites and projects are known.	
Budget monitoring and outturn - Month 5.	Monitoring item	Ryan Keyworth	Decision			This committee
Budget Position for year 2023/2024	The Council is required to set a balanced budget for 2023/24.	Ryan Keyworth	Decision			This committee

Standing items	<ul style="list-style-type: none"> • <i>Public Questions/ Petitions</i> • <i>Work Programme</i> • <i>[any other committee-specific standing items eg finance or service monitoring]</i> 					
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Meeting 4	15 th December 2022	Time				
Topic	Description	Lead Officer/s	Type of item <ul style="list-style-type: none"> • <i>Decision</i> • <i>Referral to decision-maker</i> • <i>Pre-decision (policy development)</i> • <i>Post-decision (service performance/ monitoring)</i> 	<i>(re: decisions)</i> Prior member engagement/ development required <i>(with reference to options in Appendix 1)</i>	<i>(re: decisions)</i> Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 2)</i>	Final decision-maker (& date) <ul style="list-style-type: none"> • This Cttee • Another Cttee (eg S&R) • Full Council • Officer
Budget monitoring and outturn - Month 6.	Monitoring item	Ryan Keyworth	Decision			This committee
Item 2						
Standing items	<ul style="list-style-type: none"> • <i>Public Questions/ Petitions</i> • <i>Work Programme</i> • <i>[any other committee-specific standing items eg finance or service monitoring]</i> 					

Meeting 5	8 th Feb 2023	Time				
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Topic	Description	Lead Officer/s	Type of item <ul style="list-style-type: none"> • <i>Decision</i> • <i>Referral to decision-maker</i> • <i>Pre-decision (policy development)</i> • <i>Post-decision (service performance/ monitoring)</i> 	<i>(re: decisions)</i> Prior member engagement/ development required <i>(with reference to options in Appendix 1)</i>	<i>(re: decisions)</i> Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 2)</i>	Final decision-maker (& date) <ul style="list-style-type: none"> • This Cttee • Another Cttee (eg S&R) • Full Council • Officer
Budget monitoring and outturn - Month 7.	Monitoring item	Ryan Keyworth	Decision			This committee
Item 1						
Item 2						
Standing items	<ul style="list-style-type: none"> • <i>Public Questions/ Petitions</i> • <i>Work Programme</i> • <i>[any other committee-specific standing items eg finance or service monitoring]</i> 					

Meeting 6	16th March 2023	Time				
Topic	Description	Lead Officer/s	Type of item <ul style="list-style-type: none"> • <i>Decision</i> • <i>Referral to decision-maker</i> • <i>Pre-decision (policy development)</i> • <i>Post-decision (service performance/ monitoring)</i> 	<i>(re: decisions)</i> Prior member engagement/ development required <i>(with reference to options in Appendix 1)</i>	<i>(re: decisions)</i> Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 2)</i>	Final decision-maker (& date) <ul style="list-style-type: none"> • This Cttee • Another Cttee (eg S&R) • Full Council • Officer
Budget monitoring and outturn - Month 8.	Monitoring item	Ryan Keyworth	Decision			This committee

Item 1						
Item 2						
Standing items	<ul style="list-style-type: none"> • <i>Public Questions/ Petitions</i> • <i>Work Programme</i> • <i>[any other committee-specific standing items eg finance or service monitoring]</i> 					

Items which the committee have agreed to add to an agenda, but for which no date is yet set.						
Topic	Description	Lead Officer/s	Type of item <ul style="list-style-type: none"> • <i>Decision</i> • <i>Referral to decision-maker</i> • <i>Pre-decision (policy development)</i> • <i>Post-decision (service performance/ monitoring)</i> 	<i>(re: decisions)</i> Prior member engagement/ development required <i>(with reference to options in Appendix 1)</i>	<i>(re: decisions)</i> Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 2)</i>	Final decision-maker (& date) <ul style="list-style-type: none"> • This Cttee • Another Cttee (eg S&R) • Full Council • Officer
Local Plan ahead of submission to Government	To approve final Local Plan content ahead of submission to Government in May/June 23 for public examination	Michael Johnson/Simon Vincent	Decision and then Referral to Full Council	Member Working Group/Sub Committee & full committee briefings	This stage will be post public consultation.	Full Council
Monitoring of the 10 Point Plan	Referral from CCED Transitional Committee: The Committee should monitor the One Year Plan	Tom Finnegan-Smith / Mark Whitworth	Post decision and Policy development	Facilitated policy development workshops	TBC	TBC

	commitment to “Set out our Pathway to Net Zero and take immediate steps to reduce carbon emissions in Sheffield” including setting out the 10-point plan tackle the climate emergency in Sheffield and work with people, partners and businesses to develop and deliver the actions needed to deliver the 10-point plan.					
Decarbonisation Routemaps	Priority Routemaps to inform key Council and Citywide action on decarbonisation (Housing, Transport, Energy, Economy)	Tom Finnegan-Smith / Mark Whitworth + other leads on thematic areas	Pre-decision policy development	Facilitated policy development workshops	TBC	TBC
Sheaf & Porter Flood Defence Project OBC (Summer 2023)	On SYMCA Priority Flood Programme. Potentially contentious options of parkland flood storage including Endcliffe park and Beauchief Golf Course, consultation in advance of OBC will be required. To be scoped Summer 2022, likely to need to brief committee late 2022?	Tom Finnegan-Smith / James Mead	Pre-decision policy development	Facilitated policy development workshops	TBC	Strategy and Resources

Blackburn Brook, Ecclesfield/Whitley Brook Flood improvement works OBC (Spring 2023)	On SYMCA Priority Flood Programme. OBC for works around flood risk areas in Ecclesfield, Whitley Land, Ecclesfield Park. Collaboration with Parks over improvements to park, potential habitat and amenity benefits. Highway works to culverts. Partnership funding: Flood Risk Grant, SCC, Environment, Highway benefits. Strategic Mandate likely to be required	Tom Finnegan-Smith / James Mead	Pre-decision	Facilitated policy development workshops	TBC	Strategy and Resources
UDV Phase 1, Loxley, "adoption" of Flood Defences (Early 2023)	On completion of Loxley scheme we will inherit a number of flood walls in the public highway, these will need to be integrated into Amey's contracts	Tom Finnegan-Smith / James Mead	Referral to decision maker	TBC	TBC	Strategy and Resources
Connecting Sheffield South West Bus Corridors	Acceptance of funding to develop the Full Business Case (FBC)	Tom Finnegan-Smith / Matt Reynolds	TBC	TBC	N/A further public engagement will form part of the FBC development stage	TBC
Kelham Neepsend Submission of FBC to SYMCA	Submission of the Full Business Case to SYMCA for approval and release of funding to deliver the final scheme	Tom Finnegan-Smith / Matt Reynolds	TBC	TBC	TBC	TBC

Sheaf Valley Cycle Route	Presenting the final scheme proposals	Tom Finnegan-Smith / Matt Reynolds	TBC	TBC	TBC	TBC
City Centre Cycle Hub	Report on the proposals for a City Centre Cycle Hub	Tom Finnegan-Smith / Matt Reynolds	TBC	TBC	TBC	TBC
Effective Enforcement of Moving Traffic Offences	TMA Part 6 – drawing down powers to undertake enforcement of moving traffic offences at road safety and congestion hotspots	Tom Finnegan-Smith / Matt Reynolds	TBC	TBC	TBC	TBC
Sheffield Road Safety Action Plan	New action plan in response to the refreshed SY Safer Roads Strategy	Tom Finnegan-Smith / Matt Reynolds	TBC	TBC	TBC	TBC
Future of Supertram	Report on the major maintenance and renewal programme required, the end of the current concession, pressures arising from Covid and future vision for Tram	Tom Finnegan-Smith / Matt Reynolds	TBC	TBC	TBC	TBC
Play streets review	Review of the trial of play streets and recommendation on future application	Tom Finnegan-Smith / Peter Vickers	TBC	TBC	TBC	TBC
Darnall Mini Holland	Project status update and programme development	Tom Finnegan-Smith / Matt Reynolds	TBC	TBC	TBC	TBC

Housing Growth: key investment and policy decisions - TBD	A range of Housing Growth related reports will be developed. It is to be determined whether these will be considered by the Housing Thematic Committee	Kerry Bollington	TBC	TBC	TBC	TBC
Bidding, acceptance and spending approval of external funds	During the year the Directorate will seek out or be approached to bid for regeneration funding often with short timescales for submission. We will need clarity from the committee how we will manage this, within timescales that do not align with Committees.	Tammy Whitaker / Tom Finnegan-Smith	TBC	TBC	TBC	<p>Need to determine with the committee.</p> <ul style="list-style-type: none"> - delegated authority to submit funding within agreed policy / strategic framework (where matching funding outside of the portfolios budget is not required) - priority areas to pursue for funding - Agree a process to ensure timely decisions can be made where needed between committee meetings where funding timescales dictate

Car Free Developments Parking Policy	Policy to complement the Planning Authority	Tom Finnegan-Smith / Matt Reynolds	Decision	TBC	TBC	This Committee
Barkers Pool Building	Decision on future of site	Tammy Whitaker	Referral to decision Maker	Written briefing	TBC	Strategy and resources Committee

Appendix 2 – Menu of options for member engagement, learning and development prior to formal Committee consideration

Members should give early consideration to the degree of pre-work needed before an item appears on a formal agenda.

All agenda items will anyway be supported by the following:

- Discussion well in advance as part of the work programme item at Pre-agenda meetings. These take place in advance of each formal meeting, before the agenda is published and they consider the full work programme, not just the immediate forthcoming meeting. They include the Chair, Vice Chair and all Group Spokespersons from the committee, with officers
- Discussion and, where required, briefing by officers at pre-committee meetings in advance of each formal meeting, after the agenda is published. These include the Chair, Vice Chair and all Group Spokespersons from the committee, with officers.
- Work Programming items on each formal agenda, as part of an annual and ongoing work programming exercise
- Full officer report on a public agenda, with time for a public discussion in committee
- Officer meetings with Chair & VC as representatives of the committee, to consider addition to the draft work programme, and later to inform the overall development of the issue and report, for the committee's consideration.

The following are examples of some of the optional ways in which the committee may wish to ensure that they are sufficiently engaged and informed prior to taking a public decision on a matter. In all cases the presumption is that these will take place in private, however some meetings could happen in public or eg be reported to the public committee at a later date.

These options are presented in approximately ascending order of the amount of resources needed to deliver them. Members must prioritise carefully, in consultation with officers, which items require what degree of involvement and information in advance of committee meetings, in order that this can be delivered within the officer capacity available.

The majority of items cannot be subject to the more involved options on this list, for reasons of officer capacity.

- Written briefing for the committee or all members (email)
- All-member newsletter (email)
- Requests for information from specific outside bodies etc.
- All-committee briefings (private or, in exceptional cases, in-committee)
- All-member briefing (virtual meeting)
- Facilitated policy development workshop (potential to invite external experts / public, see appendix 2)
- Site visits (including to services of the council)
- Task and Finish group (one at a time, one per cttee)

Furthermore, a range of public participation and engagement options are available to inform Councillors, see appendix 3.

Appendix 3 – Public engagement and participation toolkit

Public Engagement Toolkit

On 23 March 2022 Full Council agreed the following:

A toolkit to be developed for each committee to use when considering its 'menu of options' for ensuring the voice of the public has been central to their policy development work. Building on the developing advice from communities and Involve, committees should make sure they have a clear purpose for engagement; actively support diverse communities to engage; match methods to the audience and use a range of methods; build on what's worked and existing intelligence (SCC and elsewhere); and be very clear to participants on the impact that engagement will have.

The list below builds on the experiences of Scrutiny Committees and latterly the Transitional Committees and will continue to develop. The toolkit includes (but is not be limited to):

- a. Public calls for evidence
- b. Issue-focused workshops with attendees from multiple backgrounds (sometimes known as 'hackathons') led by committees
- c. Creative use of online engagement channels
- d. Working with VCF networks (eg including the Sheffield Equality Partnership) to seek views of communities
- e. Co-design events on specific challenges or to support policy development
- f. Citizens assembly style activities
- g. Stakeholder reference groups (standing or one-off)
- h. Committee / small group visits to services
- i. Formal and informal discussion groups
- j. Facilitated communities of interest around each committee (eg a mailing list of self-identified stakeholders and interested parties with regular information about forthcoming decisions and requests for contributions or volunteers for temporary co-option)
- k. Facility for medium-term or issue-by-issue co-option from outside the Council onto Committees or Task and Finish Groups. Co-optees of this sort at Policy Committees would be non-voting.

This public engagement toolkit is intended to be a quick 'how-to' guide for Members and officers to use when undertaking participatory activity through committees.

It will provide an overview of the options available, including the above list, and cover:

- How to focus on purpose and who we are trying to reach
- When to use and when not to use different methods
- How to plan well and be clear to citizens what impact their voice will have
- How to manage costs, timescales, scale.

There is an expectation that Members and Officers will be giving strong consideration to the public participation and engagement options for each item on a committee's work programme, with reference to the above list a-k.